

Henry Tay

1. working groups      Clinical studies  
identify roadblocks      1-2 day meeting
2. scheduled meeting twice a month  
to go through all projects
3. organize finance, purchasing, legal together

corporate policies  
control environment

time quality money risk

common goal

standardized agreements

Method Development

Sample analysis

Standards of performance for clients

Standard rates

Annual review of expenses + contracts

Project agreement for writing / writer

PM3001396760

Source: <https://www.industrydocuments.ucsf.edu/docs/kfpj0001>